

**NEWTON COUNTY
REQUEST FOR QUALIFICATIONS
FY 2019 FLOOD MITIGATION ASSISTANCE (FMA) GRANT PROGRAM
ENGINEERING SERVICES**

NOTICE TO OFFERERS

Newton County will receive offers at the Newton County Clerk's Office, 115 Court Street, Newton, Texas 75966.

BID/OFFER NUMBER: RFP#2019-09 FY 2019 FLOOD MITIGATION ASSISTANCE (FMA) GRANT PROGRAM

Offers must be received no later than Thursday, December 5, 2019, at 4:30 p.m., local time.

If you wish to receive an Offer Package with full instructions and requirements, you may do so by one of the following methods:

- **INTERNET (24 hours a day 7 days a week)**

Visit our Website at: www.co.newton.tx.us

- **PICK UP AT (8:00 a.m. to 4:30 p.m. Monday thru Friday)**

Newton County Auditor's Office
Newton County Courthouse
110 Court Street, Room 308
Newton, Texas 75966

- **REQUEST A MAILED COPY**

Contact the Auditor's Office at (409)379-5755 to request a copy be mailed via US Regular Mail. Offerer must provide: Company Name, Address, Telephone, Fax, Contact Name and email address.

Any prospective offerer desiring any explanation or interpretation of the solicitation must make a written request at least five (5) business days prior to the scheduled time for the offer submission. Any information given to a prospective offerer concerning this solicitation will be furnished promptly to all other known prospective offerers by posting to the County website. Newton County reserves the right to accept or reject any or all offers as it deems in its best interest.

It is the Offerer's responsibility to verify the issuance of Addenda in regard to this Offer. All Addenda shall be submitted to all known bidders/offerers and shall be posted on the Newton County Website identified above. Newton County shall not be responsible for failed internet connections or power interruptions.

Newton County is an Affirmative Action/Equal Opportunity Employer.

Request for Qualifications (RFQ) for Engineering Services

The County of Newton is seeking to enter into an engineering services contract with a state-registered engineer for the FY 2019 Flood Mitigation Assistance (FMA) Grant Program from FEMA. The following outlines this request for qualifications.

- I. Scope of Work - The engineering contract will encompass all project-related engineering services to the County of Newton, including but not limited to the following:

- Assist with grant application

If the application is subsequently funded:

- Preliminary and final design plans and specifications;
- Preparation of the bid packet;
- Conduct all field testing and inspections (interim and final); and
- Other special services.

Please specify actual tasks to be performed under each of these categories. The projects for these funds have not yet been identified.

- II. Statement of Qualifications - The County of Newton is seeking to contract with a competent engineering firm, registered to practice in the State of Texas, that has had experience in the following areas:

- Municipal construction including but not limited to waterworks, projects;
- Registered and in good standing as a professional engineer per the Texas Engineering Practice Act
- Federally-funded construction projects; and
- Projects located in this general region of the state
- Engineer/Firm is registered with the System for Award Management (SAM), SAM.gov and not debarred or suspended from the Excluded Parties List System (EPLS) of Sam.gov.

As such, please provide within your proposal a list of past local government clients, as well as resumes of all engineers that will or may be assigned to this project if you receive the engineering services contract award.

Also, please provide a copy of your current certificate of insurance for professional liability.

- III. Evaluation Criteria - The proposals received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	60
Work Performance	25
Capacity to Perform	15
Total	100

- IV. For this RFQ, Respondent's qualifications will be evaluated and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.
- For costs of architectural/engineering (A/E) professional services, negotiations must occur after the initial selection of the engineer or architect as price cannot be used as a selection factor. (See 2 CFR 200.320(d)(5) and Texas Government Code § 2254.004)
- V. Deadline for Submission – Proposals must be received no later than 4:00 p.m. Thursday, December 5, 2019. Please submit 1 bound and 4 unbound copies of your proposal. Submit proposal to:

Ms. Sandra Duckworth
County Clerk
Newton County
115 Court Street
P.O. Box 484
Newton, Texas 75956